# BERE FERRERS PARISH COUNCIL

At a meeting of the Open Spaces Committee held in the Council Chamber Bere Alston on Tuesday 12th September 2017.

Present

 Cllr. P. Dennis Chairman

 Cllr. H. Boot-Handford Cllr. M. Page-Bailey

Cllr. S. Hanson Cllr. D. Pengelly

 Cllr. R. Maycock

**In Attendance.**  Cllr. B. Lamb

**1331. Apologies.**

 Apologies were received from Cllr. Leithall due to holiday.

**1332. Items for information at the discretion of the Chairman. No action can be taken on**

 **these matters.**

1) Cllr. Lamb – a parishioner asked what is being done about replacing the Princess Diana

Memorial stone. The Clerk to contact Devon County as they were the ones who damaged it.

Agenda item for next month.

2) Cllr. Dennis – reported that a window in the Council Chamber has been damaged possibly by a

2:2 rifle or BB gun, also tyre thrown up on Parish Hall roof and broken 3-4 roof tiles. Yesterday Cllr. Dennis witnessed two youths climbing on the bin store and up onto the roof, all incidents have been reported to the Police.

3) Cllr. Hanson – asked where we are at with the new road layout for the Cemetery. The Clerk

 stated we had a costing from Devon County Highways in the region of £22,000.

 This to be an agenda item for next month.

**1333. Matters arising from the minutes of the 11th July and taken as read, to deal**

 **with matters arising.**

Matters Arising.

Minute 1269 – Cllr. Dennis, the Clerk has had no further information on the problems with the

 youths and loud noise and revving car engines.

Cllr. Page-Bailey informed committee that there is an ultrasonic item which can only be heard by up to 25 year olds, this device has been used by Councils and shop keepers to move youngsters on, it costs in the region of £350.

Minute 1283 – Cllr. Lamb informed committee that he attended the Mini Market at Bere Alston in

 his capacity as a Borough Councillor.

**1334. Financial Statements.**

The Clerk prepared the financial statements for Cemetery and Recreation and emailed them to committee members.

Cemetery. After discussions Cllr. Hanson proposed acceptance of the financial sheet, for the Cemetery, seconded by Cllr. Page-Bailey.

Recreation – Cllr. Maycock proposed acceptance of the financial sheet, seconded by Cllr. Hanson.

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**1335. Report from BARP.**

Cllr. Pengelly reported that there had not been any activities during the last couple of months.

Unfortunately the Chairman has resigned, there will be an AGM pending. They are still raising funds and Premier have a carrier bag scheme which BARP will apply for.

**1336. To discuss and make a decision on the surfacing for The Down play park.**

Cllr. Hanson explained that during recess she met with the Chairman of Council and the Clerk to discuss the costings, the following is a report on the project.

Dear all there have been a couple of important developments to potential project scope, following receipt of Contractor quotations.

1) The bids for the rubber mulched area (the so-called "new area" under the ship and toddler swings) are considerably higher than earlier estimates (nearly £1000 higher). In particular, this is because the Contractor who supplied the lowest budget estimate earlier has made additions, following a site visit, such as the removal of existing edging boards and the need for safety fencing during installation.

2) In order to undertake the whole project within the funding available, Council made the compromise of proposing installation of cheaper uncoloured chippings in the "old area". Several suppliers have warned that, not being polyurethane sealed, this product would be dusty and could stain skin and clothing. Coloured (sealed) chippings would cost about £2100 more than uncoloured chippings (subject to re-bid).

3) The previous project scope did not reflect the costs of disposal of existing bark chippings from the "new area" nor the labour costs of spreading of the rubber chippings, both of which would cost £300-£400.

So the overall project cost (excluding VAT) would now be:
£6750 (lowest acceptable rubber mulch bid) plus
approx. £5100 (lowest coloured chipping bid estimate subject to re-bid) plus
say £750 for disposal of "new area" bark and chippings spreading costs
i.e. total £12600 - well above the maximum available budget of £9180.

Following discussions with the Chairman of Council and the Parish Clerk, it is proposed that the project scope be modified as follows:
a) Install coloured (polyurethane sealed) chippings in the "old area". This will require a re-bid from one supplier, but it is expected that the delivered cost for the necessary 13 tonnes will be about £5100 plus £300 labour costs for spreading.
b) Defer the rubber mulch in the "new area" until the necessary funding is available. In the meantime simply top up this area with wood chips (maximum cost about £1000)

This would give an immediate total project cost of less than £6500, i.e. well within the available budget. The budget for rubber mulching the "new area" in the medium term (say 1-2 years from now), including costs of disposal of the existing wood chips, will need to be raised from precept and/or other sources (such as BARP contribution).

After numerous discussions Cllr. Hanson proposed that the main area of the playpark be rubber chipped, the agreed company to be Echo Chippings at a cost of £5,395 (a discount of £274.00 is available if we can unload the bags), the new area to be wood chipped until Council can raise the £6-£7,000 required for this work, seconded by Cllr. Page-Bailey.

**1337. To look at Safeguarding Policy.**

Cllr. Boot-Handford led the discussion on the policy circulated to committee, after starting to deal with the wording of the document, Cllr. Boot-Handford asked committee, if Council wished to go for a full policy which will need to include training and election of a Safeguarding Officer. Several suggestions were made.

Cllr. Boot-Handford agreed to send the policy out again with amendments and make it an agenda item for next meeting.

**1338. Does Council need both trailers?**

Discussions took place, Cllr. Page-Bailey asked if this decision could be deferred until after item 15 on the agenda (To discuss Community Composting), this was agreed.

**1339. Does Council wish to pay for the new green waste scheme?**

Discussions took place, Cllr. Page-Bailey asked for this item to be deferred until after item 15 on the agenda (to discuss Community Composting) as this may have a bearing on this decision, this was agreed.

**1340. Report by Cllr. Hanson on the Green Burial meeting and minutes of meeting.**

Cllr. Hanson stated the group have made some achievements, they have joined A.N.U.J, have had discussions with a solicitor on what is the best way to finance the scheme, they have also met with West Devon Planning to see if they would be likely to get permission for change of use when and if we obtain the land.

We have put a press release in Tavy Times and Herald. We now need to identify a plot of land and increase the list of people interested; we also have a website so it is still for us to gather more information.

Green Burials Subcommittee

Meeting Wednesday 12th July at 19:30 in the Council Chamber

Present: Sarah Hanson, Graham Reed, Sue Maycock, Shirley Munn, Mark Page-Bailey.

**1. Apologies:** None

1. **Follow -up actions from 31st May meeting**
* Sarah to request £100.00 at next Open spaces meeting on the 13th June to join the ANBG: £100.00 authorised and the cheque signed. ANBG have been contacted by Sarah and are awaiting the money to set up our account.
* Mark and Graham to continue to source local land by approaching Farmers, land owners, and Estate Agents.: Mark had identified land that was for sale with Kivells between Weir Quay and Bere Ferrers. It is by an un-adopted road near Little Clamoak the land is very steep in places (approx. 20 acres) £120k. Very high asking price for what the sub-committee are looking for. He was to further his questioning on whether the flatter piece of land could be sold separately as the views are stunning. There would still be the problem of access (Mark to continue to follow up). Shirley mentioned a field near Brian Lamb’s orchard, footpath no 85 it is approximately 5 acres that may be for sale with Stables. (Shirley to follow up)
* Sarah to contact Solicitors to assess cost of setting up a Trust Deed. Sarah has spoken to solicitors who have advised against this approach to funding. The ANBG had advised that only one natural burial site had set up a trust deed and that had gone bust. Trust deeds were decided not to be the way to go.
* Sarah to contact Leedham Natural. It was decided that Leedham natural was not what we wanted for our burial site, so this was put on hold for the moment. (we may return to it again in the future )
* Copy of Sarah’s comments from the meeting: Dear all, I have just spoken with James Leedham of Leedham Natural Heritage to enquire whether he could help us with our project. He was very helpful, but the answer is "probably not” Leedham's business model is to help farmers who wish to develop part of their land as a green burial site, setting up the site by getting all the permissions (including planning), doing the landscaping, and designing the infrastructure and then operating the site on behalf of the farmer (including bereavement counselling, and ensuring that the site continues to meet their green rules). They organise the burials and split the income (and any costs) 50/50 with the farmer. Typically the farmer initially allocates only a small part of the land for burials, continuing to farm on the rest of his land, and as the burial site becomes full, he gets Leedham to design the next stage. Leedham have set up six burial grounds in this way. What Leedham have not done is to help with the purchase of the land - the farmer (or in one case the local Council) has supplied it. So we are back to the biggest hurdle - how to fund the purchase of any burial site without setting up a suitable arrangement with supportive farmer. However, I did say to James that we might be interested in his services in future if we are supplied with (or bequeathed) the right land.
* Mark, Graham and Sarah to go to Kilworthy Park to have a meeting with a planning officer on a Wednesday afternoon: The Meeting was held with a very helpful planning officer: The main points were: Change of use from Agricultural to burial ground (probably Sui Generis) may be acceptable to planners. Will probably need contaminated land and ecological surveys, and Highways Agency approval. May also need additional controls if within the World Heritage site (could be a barrier) All the information would need to be in place to enter into a pre-application and to enter into a pre-application we would actually have to have the land!
* Sarah to talk to Mary reference holding any money during set up: Item dropped for now (revisit when our business model crystallises).
* Shirley to contact Tim and Rebecca Hamlyn and Sarah at the Old Plough (reference Web site): Shirley has spoken with Rebecca although she stated her information may be slightly out of date. She was enthusiastic about CIC, she thought it was a great financial umbrella and any assets would be safe - but she was unsure if a CIC could be a charity. Sarah is still to be contacted.
* Graham to look into charitable status CIC / Grants and talk to Tesco’s to find out about Charity /Lottery status: Graham didn’t speak with Tesco’s (thought a waste of time) Graham had looked into the Lottery Challenge also named the Christmas Challenge. He has been tasked to find out more. It is understood that CICs cannot be charities (confirmed post-meeting).
* Once ANBG in place Mark to discuss with Yelverton site, how they set up and Shirley to talk with Pentiddy: As we are still awaiting ANBG membership this has been put on hold until the end of July.
* Sue to think about how to sell the concept and put together ideas on promoting, where and whom to market: Moor links, Bere Links and Tavy Times. Talk to/ target the British legion (reference about 45 members in the peninsula) Facebook/Bere Alston Exchange. Target all of the Peninsula Clubs. A5 Flyer. Speak with Trevor Bond of the History group.

3. **Agree an Outline business plan.**

Questions still being asked - Should we be an Ltd company versus a CIC, and which model would be most appropriate (limited by Guarantee versus limited by Shares)?

The business plan that we seem to be developing is that we try to find a piece of suitable land, if necessary negotiating an option on its purchase We line up as many subscribers we can who are prepared to donate a small start-up fee (say £50) plus pledge their green burial fee (say £600 fee plus 10%-20% for ongoing maintenance). If we can get enough subscribers we go ahead and buy the land. Set-up costs £35 to register a Community Interest Company, if that's the way we want to go, and £120 for a Lawful Development Certificate (if required).

4**. Discuss ways of identifying potential sites (e.g. publicity of simplified business plan in Bere Link or elsewhere, inviting responses from both landowners and potential subscribers)**

It was decided that we will await the outcome of land availability enquiries in Bere Ferrers before drafting something in the Bere link. (A suitable article would be necessary to make ourselves look trustworthy and legitimate, and we need a publicity website created beforehand which could be referenced in the Bere Link article.)

**5. Action Summery for next meeting**

* Shirley to make contact with Estate Agent/Vendor of piece of land near Brian Lamb’s orchard in Bere Ferrers (Footpath 85) to find out size of land and cost.
* Mark to follow up on the flat piece of land between Bere Ferrers and Weir quay on sale with Kivells.
* Tamar Partnership meeting on the 31st July: arrangements to be made for Mark and Sarah to go to the meeting with Graham to enquire about possible grants.
* Shirley to speak with Katie from Parnell’s solicitors to seek advice on CICs and how subscribers should be listed in Memorandum of Association.
* Sarah to speak with the ANBG reference burial sites that have been set up as charities (how this has been done and what if any implications there are).
* Graham to look further into the Lottery Challenge
* Shirley to visit Pentiddy at the end of July.
* Neil (a new member of the Parish) needs to be invited to the next meeting on the 27th September as he has shown great interest in the group and has offered advice, help and time.
* Mark to look into how to set up a website and look at a template for creating a home page.
* Graham to speak to Mount Kelly as they have set up an excellent website for the choir to seek advice and help (for free)
* Sarah to draft something for the Bere links directed at the landowners on the Peninsula.

**Next Meeting to be held at 7.30 PM on the 27th September.**

**1341. Routine safety inspection reports for the Parish recreation and play parks.**

The Clerk reminded committee that as Cllr. Munn has resigned from Council we do not have anyone to do the Bere Ferrers Playground monthly reports, and Cllr. Munn was Council’s representative on the Bere Villagers Group.

Cllr. Lamb offered to carry out the inspections.

**Sarah Park**

Cllr. Hanson reported on Sarah Park, all is in order.

**The Down.**

Cllr. Hanson gave the following report on The Down Play park – 3 posts rotted, 3 crossbars missing western side, 2 posts rotted/broken southern side, closure spring missing off pedestrian gate into play park, wood surrounds tripping hazard between old and new areas, bark chips largely composted, graffiti on slide and snake seat, also picnic tables.

The Clerk reported the concrete gate post which holds the 12’ metal gate is broken at the base. The clerk is dealing with this as an urgent matter.

**1342. Monthly inspection of Allotments Bere Alston & Bere Ferrers.**

Cllr. Page-Bailey reported that Bere Ferrers is looking good. It looks like plot 1 is being used but no movement on plot 2.

Plot 13 is starting to grow back, need to encourage the allotment holder to keep it clear.

Cllr. Maycock Bere Alston allotments – new section left middle 9 is very overgrown, check if vacant.

**1343. To set a preliminary Precept.**

Defer this item to next meeting.

**1344. To discuss Community Composting.**

Cllr. Page-Bailey has been looking into this and has contacted other parishes who run such a scheme. He suggested a good area would be at the bottom of the Bere Alston allotments. This would have to be a collection scheme as it would not be possible for people to drop their green waste off.

Various discussions took place. Cllr. Page-Bailey – how does Council see this would it be Parish run or self-contract, in other words are the Council interested in undertaking a Community Composting Scheme?

It was felt the best way forward was to undertake a feasibility study, then come back for further discussions.

As a decision was not forth coming on item 9 on agenda – (Do we need both trailers)?

Discussions were held and it was agreed that if the Community Composting went ahead then they could use the Road Warden Trailer.

Cllr. Hanson proposed the sale of the small trailer Eiffor E60; advertise it at £800ono, seconded by Cllr. Boot-Handford.

**1345. Proposals for next meeting.**

1. To set preliminary precept.

2. To discuss and agree Safeguarding Policy.

3. To discuss the replacement of the Princess Diana Memorial.

4. To discuss Allotment Fees.

5. To discuss Interment Charges.

6. To look at Section E Road and Path layout.

7. Doe’s Council wish to pay for the new green waste scheme.

There being no further business the Chairman thanked members for attending and declared the meeting closed at 9.43pm

Signed this 26th September 2017.

Chairman…………………………….